

## Community Services and Recreation

### DRAFT MINUTES/UNAPPROVED

To: Community Services Commission Members

From: Gerardo Sorkin, Director

Re: Commission Meeting May 4, 2010

Meeting was called to order at 5:36 p.m. At the Joyce C. Budrow Senior Center.

#### I. Attendance:

Present: Walter Heinig, Donna Malley, Jim Marshall, Judith Meyers, Krista Polinsky.

Staff: Gerardo Sorkin, Director, Judith Amarone, Manager, Joyce C. Budrow Senior Center and Carla Pelliccio, Secretary.

Absent: Thomas Balga, Maggie Jensen, Michael Pepe.

#### II. Acceptance of Minutes:

Donna Malley made a motion to accept the Minutes of April 6, 2010, seconded by Judith Meyers.

#### III. Correspondence:

Mrs. Malley shared an invitation that she had received from Pfizer, Inc. regarding a site tour and informational meeting at the former Upjohn Company Property on Saturday, May 22<sup>nd</sup>, from 9am-12pm.

#### IV. Director's Report:

Manager, Judy Amarone provided a descriptive and thorough overview on the Senior Center, including population served, activities offered, services provided including transportation and meals. Following this presentation was a guided tour of the newly renovated facility by Mrs. Amarone.

##### Senior Center:

Copies of the May 2010 *Senior Happenings* brochure of activities and events were distributed to the Commissioners.

*The Senior Center Open House* will take place on June 30, 2010 at 10:00am. Invitations will be mailed out to all commissioners.

##### Daycare:

Preschool – all slots are filled/ 15 Wait list -11

School Age – all slots are filled/ 30 Wait list -5

*Highlights for the Month:* Various Spring activities took place including learning about Earth Day and recycling. School Vacation week took place from April 12-16<sup>th</sup>. School age children were at the Daycare full time. Preschoolers learned more about spring. They went on a nature walk, identifying signs of spring. Special Person Day will take place on Friday, June 4<sup>th</sup> at 11:00am with a performance by the preschoolers. Commissioners are welcome to attend.

*Staff trainings and Meetings:* In service training on Child Abuse and Neglect. Two staff members attended a workshop sponsored by WE CARE- Behavior Strategies for Preschoolers.

### Counseling

The current census is 96. No waiting list exists at this time.

*Trainings:* Christine Porto, LCSW completed a DMHAS training on Best Practices with Personality Disordered and Co-Occurring Disorders Patients. Suzanne McColl completed an on-line training on An Overview of Bipolar Disorder.

Quarterly Harbor Health Audit took place on 4/13/10. Counseling documentation and reporting was found to be timely, accurate and in compliance with Harbor Health Requirements.

The Carepath system and concurrent documentation are continuing to be utilized regularly. New DMHAS Regulations mandate that new items must be incorporated into the reporting system. This will be something that Counselor IV Suzanne McColl will be working on over the next couple of months. Files will begin being tested at the end of May, some agencies will begin going live by the end of July, possibly extending into August.

### Youth Services

Prevention/SAPC:

*Prescription Medication Disposal Event:* took place on Saturday April 24, 2010 at Fire Headquarters. A total of 30,667 units of non-controlled substances was collected, and 2,572 of controlled substances were collected, with a total of 33,239 drugs and additional medication in liquid form has been kept out of out water ways and soil, and away from the potential of our your accessing the meds. According to Angelo Annunziato, registered pharmacist, that the street value of the collected medication is in excess \$50,000.00. The SAPC is looking at hosting this event bi-annually.

*An Alcohol Retailers Training Forum* was held at North Haven Police Department on April 7<sup>th</sup>. Those establishments who sell and/or serve were invited to attend to make sure they are aware of current with abiding by the laws.

The next “*Friday Night Fun Night*,” dance available to North Haven Middle School will be taking place on May 21<sup>st</sup>, 2010. The April 16<sup>th</sup> event (with Bingo and Obstacle Course) was canceled due to low enrollment. This is due to the fact that it fell during school break.

*Project Graduation* is scheduled to take place on June 21, 2010. A letter campaign asking businesses to financially support Project Graduation has been launched.

*Workforce Alliance:* Plans continue to move forward with the many aspects of creating a Summer Employment Program in spite of not knowing the funding source and/or the amount that will be allocated to the town. The program is intended for youth between the ages of 14-24 who come from a low income household or are considered special needs.

### Community Services

*Energy Assistance Program:* The Energy Assistance season has ended as of May 3, 2010. Final statistics on applications will be made available by the Community Action Agency soon.

*Food Bank and Emergency Requests:* Requests continue to be handled.

*Monthly Food Bank Statistics for March 2010:* 567 meals were distributed in the month.

*Earth Day Celebration:* Event hosted by the Clean Energy Task Force took place on 4/24/10 from 10am-12pm at the Middle School. Mr. Sorkin represented the department at this event by providing brochures of events, activities and/or services offered at the table.

*Budget:* Town Budget meeting is scheduled for May 10<sup>th</sup>. Budget referendum scheduled for May 18<sup>th</sup>.

#### V. Finance Report:

The March 2010 budget reports were reviewed by the Commission (report ending March 30, 2010).

*Community Services:* March 2010 snapshot of Community Services expenditures:  
bottom line under budget YTD = 65.3%

*Welfare:* March 2010 snapshot of Welfare expenditures (eviction related expenses):  
bottom line over budget YTD = 74.5%.

*Senior Center:* March 2010 snapshot of Senior Center expenditures:  
October bottom line under budget YTD = 66.5%.

*Daycare:* Snapshots of expenditures through the Daycare grant were reviewed:  
March 2010 snapshot: \$8,162.32

*Special Funds :* Mr. Sorkin asked the commissioners to review the monthly snapshot of the Special Funds, as of March 30, 2010.

***Outreach Fund:*** balance of \$22,657.74

***Emergency Fund:*** balance of \$66,416.49

*Food:* \$ 1,755.00

*Fuel:* \$25,874.78

*Misc:* \$38,366.71

*Toys:* \$ 420.00

TOTAL: \$66,416.49

Mr. Heinig indicated that in addition to the breakdown of funds, he would like to see a report showing the nature of each of the fund requests, amount of award and date awarded. Where it goes and what is being used for as for periodic auditing purposes.

Additionally, at the next meeting, Mr. Sorkin will provide an overview of the Emergency Fund, the application process, as well as present the guidelines that are currently in place, requesting any additions or modifications that commission may see fit.

VI. Old Business:

None.

VII. New Business:

None.

VIII. Public Participation:

No participation.

IX. Adjournment:

Donna Malley asked for a Motion to Adjourn, seconded by Jim Marshall. The meeting was adjourned at 6:50 p.m.

The next meeting will take place on June 1, 2010.